

UNIVERSITY UNDERGRADUATE COUNCIL

March 10, 2020, 3:30pm

Campus Commons 2300 Conference Room

MINUTES

Present:

- | | |
|---|---|
| <input type="checkbox"/> Couch, Charles | <input checked="" type="checkbox"/> Park, Junpyo |
| <input checked="" type="checkbox"/> Dineen, Rachel | <input type="checkbox"/> Somero, Marvin |
| <input checked="" type="checkbox"/> Fitzpatrick, Colleen | <input type="checkbox"/> Tancayo, Michaela |
| <input type="checkbox"/> Franklin, Scott | <input checked="" type="checkbox"/> Terranova, Victoria |
| <input type="checkbox"/> Fulton, Jarae | <input checked="" type="checkbox"/> Thompson, Susan |
| <input checked="" type="checkbox"/> Garrett, Barbara | <input checked="" type="checkbox"/> Tucker, Gardiner |
| <input type="checkbox"/> Hawkinson, Ann | <input type="checkbox"/> Withrow, Nicole |
| <input checked="" type="checkbox"/> Matchett, Nancy | <input type="checkbox"/> Zukiewicz, Adam |
| <input checked="" type="checkbox"/> McClatchey, Christine | |

Guest(s): Kim Black, Kristin Bovaird-Abbo

Call to Order

- The meeting was called to order at 3:43pm.

Approval of Agenda

- Approved without objection

Approval of Minutes 02-11-20

- Approved without objection

Special Report

1. Annual Program Review – Kim Black

- Annual program review is being put on hold for 12/18 months.
 - We are discontinuing our subscription with APS. Going forward we won't be using a vendor.
 - IRAS will be supporting the data analysis and visualization, which provides an opportunity to have the data more tailored to UNC purposes.
- The data used will still be similar to what was previously presented with three main areas comprising the vital signs:
 - Demand – Are students interested?
 - Productivity – Are resources being used efficiently?
 - Graduation – Are students successfully completing the program?
- Examining these vital areas will allow the Provost's Office and programs to work together to address concerns.

QUESTIONS/DISCUSSION:

- Why will it take 12/18 months to implement?
 - The data is already there; it's a matter of quality control.
- Is there consideration for qualitative context/analysis and interpretation of quantitative data?
 - Yes, chairs/directors will have a key role in providing feedback and contextualizing the data analysis.

- We want to minimize workload for departments and faculty throughout the process; this means doing some of the analysis on the front end and providing it to units for their feedback to help identify what's happening.
- Does this change comprehensive review?
 - No, APR is complementary to the 6-year comprehensive review process; however, it is not the only relevant component to comprehensive review. The annual reviews will be driven by quantitative data to inform the overall picture. Comprehensive review itself is a qualitative process.
- Is the whole process being pushed out 12/18 months, or is program pruning going forward on a separate track?
 - No. However, the Provost's Office is examining faculty workload and staffing.

Reports

1. **LAC – Matchett** – A memo will be going to undergraduate units as a reminder to begin updating/revising programs for the 2021/2022 catalog. The curriculum workflow opens April 15.
2. **Assessment Council – Park** – Applications for mini-grants have been received. Recipients will be chosen by the end of month. The council is reviewing/revising ILOs and assessing learning outcomes via Canvas.

Unfinished Business

1. **UGC Bylaws** – update from Codification
 - There are some changes to the bylaws that would also have to be changed in the Faculty Constitution of the Board Policy Manual.
 - Amendments require not only approval by Faculty Senate but also approval of the voting faculty.
 - Change bylaws to reference the pertinent Board Policy sections where applicable.
 - Membership and Officers of the UGC part of Board Policy.
 - Responsibilities of the UGC are part of Board Policy.
 - Replace *Sturgis Standard Code of Parliamentary Procedure* with *Robert's Rules of Order*.
 - We'll review revisions to the bylaws next time.
2. **Spring commencement speaker report** – Colleen and Subcommittee
 - Malaika Michel-Fuller has been selected as the Spring 2020 Undergraduate Commencement Speaker.

New Business

1. **Honors Faculty Chair position** - Kristin Bovaird-Abbo
 - The Office of Academic Engagement and the Honors Program are looking for faculty recommendations/feedback for the Honors Program Faculty Chair position.
 - The chairship would have increased duties, more than the faculty fellow position.
 - Three-year commitment with possibility of renewal
 - Differentiated workload: .5 FTE - .3 course load and .2 service load
 - Select faculty to teach Honors courses

- Loree Crow will continue as program director/coordinator, but she'll be able to focus more on the administrative work and won't have to be the instructor of record for some Honors courses.

DISCUSSION: Impacts on 'home' units must be considered if a member takes chairship of Honors; three years is a long commitment. Preferred qualifications mention tenured faculty, but this is not a required qualification. Any full-time faculty member can apply. Experience with outreach/recruitment may be more important than faculty rank. The role and evaluation criteria need to be clear and equivalent to chair expectations in other units.

2. UGC Chair and Vice Chair Elections

MOTION: Fitzpatrick nominates Rachel Dineen for UGC Chair for 2020/2021.

SECOND: Thompson

VOTE: Approved unanimously.

- We will postpone the issue of vice-chair selection until next time.

Comments to the Good of the Order

Adjournment

- The meeting was adjourned at 5:00pm.

Barbara Garrett
Chair

Betsy Kienitz
Recording Secretary